



THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

Department of Transportation and
Public Facilities

CENTRAL REGION
Division of Design & Construction
Contracts Section

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July 30, 2018

RE: ADDENDUM NO. 1 TO REQUEST
FOR PROPOSALS (RFP)
PACKAGE

Ekwok Airport and New Stuyahok
Airport Resurfacing Design Services
RFP No: 25192011

FAX TO: All RFP recipients on record.

The RFP Package is hereby clarified or changed as follows:

1. Submittal deadline has not changed.

2. QUESTIONS & ANSWERS

Q1) Will drainage design be needed at a level that a hydrologist will be needed to complete the work?

A1) That will be determined during the design process. We want to make sure we are covered under this contract if we need to add a hydrologist.

Q2) In the Proposed Statement of Services, Appendix B, Geotechnical work is not listed, but under Part C, Proposed Staff, Geotechnical Investigation and Recommendations is listed. Will you need support staff for geotechnical work? If so, what is the scope of work?

A2) The Central Region DOT&PF geotechnical group are in the process of conducting an investigation. It is also anticipated that they will also develop the geotechnical recommendations, but we wanted to keep the option open for the consultant to develop the recommendations in the event the resources are needed.

Q3) In the Statement of Services, Article B4.3 Project Staff, there is a hand-written note that says "add Public Involvement". Do you expect public involvement to be added to the contract?

A3) No. See Item 3.

Q4) The SOS mentions Right of Entries may need to be obtained. Is this for survey to identify tree locations and heights that are now airspace obstructions outside airport property limits?

A4) This is general contract language we keep in all our contracts. Typically, the right of entries are needed for surveying and/or geotechnical investigations.

"Keep Alaska Moving through service and infrastructure."

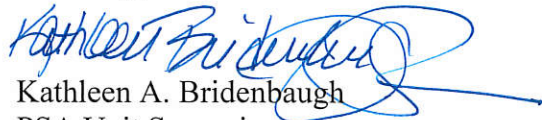
3. Reference Appendix B, Proposed Statement of Services, remove and replace page 3 with Attachment 1.

All other terms and conditions remain the same.

END OF ADDENDUM

We appreciate your participation in this solicitation.

Sincerely,



Kathleen A. Bridenbaugh
PSA Unit Supervisor

B4.2 Duplicate Requirements

In combining all the tasks into one contract, duplicate requirements may be encountered during project development in regards to reports, drawings, activities, etc. No duplication is intended. Coordinate all work items internally and with the Contracting Agency to maximize the results from work efforts and eliminate any perceived duplication.

B4.3 Project Staff

All services must be performed by or under the direct supervision of the individuals listed below. Replace, add, or change Project Staff named below only with prior Contracting Agency written approval.

<u>Name</u>	<u>Project Responsibilities</u>
	Contract Management
	Project Management
	Civil Engineering
	Electrical Engineering
	Land Surveying/Mapping
	Environmental Documentation/Permitting

B4.4 Professional Registration

Prepare all reports, plans, specifications, estimates and similar work products by or under the supervision of an Engineer currently registered in Alaska.

B4.5 Billing Reports

Submit billings before the 15th of each month. Provide a two-page (typical) report with each monthly billing for months in which services are performed in a format the Contracting Agency approves. Specifically describe the work completed, problems encountered, and the focus of the effort ahead for prime and subconsultants. For each task, list the dollars expended to date, the remaining dollars needed to complete it, and the estimated percent complete. Include supporting documentation such as receipts for reimbursable expenses and a summary of labor charges with all costs clearly identified. Clearly explain in the report any delayed costs from previous billing periods that are included in the current billing.

B4.6 Correspondence

Include the project name and numbers (State & Federal) on all correspondence pertaining to the project. Provide copies of all outgoing correspondence and originals of all incoming correspondence to the Contracting Agency at least once a week.

B4.7 Documents and Reports

Prepare documents with solid black letters and double-spaced lines on white, 8.5 inch x 11-inch bond paper. Other size paper may be used for illustrations if they are folded to 8.5 inch x 11-inch size. Print original documents and reports on one side of the paper only. Do not use photographs or multicolored graphics except as specifically approved by the Contracting Agency. Deliver original, camera-ready copies of final documents and reports to the Contracting Agency for a check before printing. Use "active voice" verb forms when writing documents and reports where feasible.

In addition to the hard copy deliverables, submit all final documents and reports in digital form as pdf files and as document files for current version of Microsoft Word (or appropriate Microsoft Office product).